



Instructions & Notes

Thank you for your interest in Energize – Community Spaces. This program provides participants with a combination of the following items, depending on the building needs:

- Technical assistance to better understand energy usage within a building, develop a plan to reduce GHG emissions and improve comfort of building occupants, and create a project plan for the installation of weatherization and electric heat pump heating/cooling systems.
- Heat pump installation to provide high efficiency heating and cooling
- Insulation, air sealing, and ventilation (also known as weatherization) to improve energy efficiency, health, and comfort

If selected to be a program participant, King County will pay for all costs associated with services and the installation of equipment, and related labor and materials. King County will manage all services and installations, including hiring and paying contractors. This is not a grant program.

To apply for this program, you must be the owner or renter of a building that is a community space and is located in **King, Kitsap, Pierce, or Snohomish County of Washington State.**

For the purposes of this program, community spaces are defined as buildings that serve as gathering spaces and/or provide in-person, onsite community services.

Before completing this application, please be sure to review the [program website](#) for information about eligibility.

This program prioritizes community spaces located in frontline communities, defined as those located in any of the following geographies:

- Puget Sound Clean Air Agency overburdened communities
- WA Environmental Health Disparities Map score of 9 or more
- 2024 U.S. EPA defined low-income and disadvantaged communities

[Search your address on the map to see if your property is located in a frontline community geography.](#)

Applications will also be scored and prioritized based on the following:

- Use of fossil fuels in building systems and appliances
- Building characteristics
- Priority geographies
- Communities served
- Climate preparedness potential

King County reserves the right to decide which participants to move forward with based on alignment with County and grant funding goals.

For additional information about eligibility and program structure, please return to the program [website](#).

A PDF of the application questions is located **here** to support eligible entities working through the process.

The application includes a few questions related to building characteristics, systems, and operations. If you have questions about how to obtain such information, please contact your facilities management department or capital projects team. If you're not able to gain the requisite information from them, free support for completing this application is available on a limited basis through King County contractors. If your organization would like to request support filling out the application, please complete the [Application Support Request Form](#).

If you have questions about the program or application, please email CPRG@KingCounty.gov.

Application Questions

* Indicates required application question.

----- Contact & Background Information -----

***1. Who is the primary point of contact for this application?**

First Name

Last Name

Phone number

Email

Relationship to the building (e.g. Homeowner, Renter, Property Manager, Building Operator, Building Owner)

Preferred Language

By applying for this program, you understand that you may not automatically receive program services. This is a competitive application process, and only those accepted into the program receive program services.

***2. Would like to request language assistance to complete this application? If so, in what language?**

- ☐ No - I will complete the application in English.
- ☐ Yes - Amharic
- ☐ Yes - Arabic
- ☐ Yes - Chinese (traditional)
- ☐ Yes - Hindi
- ☐ Yes - Khmer
- ☐ Yes - Korean
- ☐ Yes - Russian
- ☐ Yes - Samoan
- ☐ Yes - Somali
- ☐ Yes - Spanish
- ☐ Yes - Tagalog
- ☐ Yes - Ukrainian
- ☐ Yes - Vietnamese
- ☐ Other (please describe)

***3. What is the Name of the Organization Applying?**

***4. Are you an independent organization or business (not part of a chain or regional/national entity)?**

- ☐ Yes, we are a fully independent organization.
- ☐ No, we are part of a local, regional, or national chain (directly owned or franchised).
- ☐ I don't know.

***5. What type of organization are you?**

- ☐ Certified, 501(c)3 non-profit
- ☐ Uncertified non-profit
- ☐ Individual, not a part of a non-profit or business
- ☐ For-profit company or entity
- ☐ Tribe
- ☐ Other
- ☐ I don't know

***6. What is the applicant's relationship to the building?**

Note: Participating in this type of program requires approval from the building owner and any other key decision-makers for the building. I understand that if selected into the program, the building owner and any other key decision-makers will have to approve participation.

I am:

- ☐ The building owner (and also the building occupant)
- ☐ The building owner (and the building has a tenant or tenants)
- ☐ The building owner (and the building is not currently occupied)
- ☐ A renter
- ☐ The property manager
- ☐ Other (please describe)

7. If the organization / individual applying owns the building, in what year did it / you become the owner? If an exact year is not known, please provide an estimate.

Year pulldown menu

----- Community and Organization Information -----

***8. Describe the community your building serves. Please provide specific demographic information for the communities served, where possible, in addition to a brief description of what values, history, cultures, interests, and/or activities bring the community together. (500 word max)**

***9. Does your organization serve a population that primarily speaks a language other than English?**

- ☐ Yes
- ☐ No
- ☐ I don't know

***10. Do you regularly share information, updates, events, and/or learning opportunities with the community you serve?**

- ☐ Yes
- ☐ No
- ☐ I don't know

10a. If yes to question above, how do you share your organization's information, updates, and/or learning opportunities? (click all that apply)

- ☐ Website, updated a few times per year or less
- ☐ Website, updated monthly or more frequently
- ☐ Social media accounts, with weekly postings
- ☐ Social media accounts, with monthly or less frequent postings
- ☐ Newsletter, issued weekly
- ☐ Newsletter, issued monthly
- ☐ Other

----- Building Characteristics -----

***11. In which county is your building located?**

- ☐ King
- ☐ Kitsap
- ☐ Pierce
- ☐ Snohomish

***12. What is the address of your building? If the building does not have a street address, please include the closest approximate street address.**

Number and Street

City/Town

County

Zip Code

12a. If the building does not have a street address, please explain and provide detail about the relationship between the address provided and the building's location.

***13. Is your building a community gathering space and/or does it provide direct in-person, onsite services?**

- ☐ Yes
- ☐ No
- ☐ I don't know

***14. Which category best describes your building? (Select all that apply)**

- ☐ Office space with nonprofit tenants
- ☐ Community space or community center
- ☐ Health clinic
- ☐ Place of worship
- ☐ Arts or cultural center
- ☐ Educational space (e.g., school, afterschool program, place where classes are taught)
- ☐ Foodbank
- ☐ Daytime, emergency, and/or overnight shelter
- ☐ Library
- ☐ Recreation center
- ☐ Active in-person service operations (e.g., learning how to use a computer, or person-to-person assistance)
- ☐ Other

***15. How many people gather in or are directly served in-person within your building per month, on average?**

- ☐ Less than 100 people
- ☐ 100-500
- ☐ 501-1000
- ☐ 1001-5000
- ☐ 5001-10000
- ☐ 10K+
- ☐ I don't know

***16. Describe how your building is used as a gathering space or provides community services. (250 words max.)**

***17. Is the building owner-occupied?**

- ☐ Yes, the building is owner-occupied and there are no tenants.
- ☐ Yes, the building is owner-occupied and there is also a tenant(s).
- ☐ No, the building is not owner-occupied. There is a tenant(s).

18. If the organization applying rents the space, in what year does the current lease expire?

Insert pulldown year menu

***19. How long has the organization occupied this building (as a renter or owner of the space)?**

- ☐ 10+ years
- ☐ 5-10 years
- ☐ 3-5 years
- ☐ Less than 3 years
- ☐ I don't know.

***20. What year was your building constructed?** To look up your building's year of construction, consult your county's parcel viewer website:

[King County - King County Parcel Viewer - King County, Washington](#) King County
[Kitsap County - Parcel Search](#) Kitsap
[Pierce County - Assessor-Treasurer Information Portal](#)
[Snohomish County - Assessor | SCOP](#)

[Year drop down or enter 4 number year]

[Checkbox for I don't know]

***21. Is the building designated as a historic site or registered landmark?**

- ☐ Yes
- ☐ No
- ☐ I don't know

***22. How many square feet is your building? (Conditioned square footage.)**

- ☐ Less than 1,500 square feet
- ☐ 1,501 square feet – 3,000 square feet
- ☐ 3,001 square feet - 5,000 square feet
- ☐ 5,001 square feet - 10,000 square feet
- ☐ 10,001 square feet - 20,000 square feet
- ☐ More than 20,000 square feet
- ☐ I don't know.

***23. Has this building had any of the following weatherization or energy upgrades in the past 15 years? (Select all that apply)**

- ☐ Insulation
- ☐ Windows
- ☐ Ventilation

- ☐ Air sealing
- ☐ Energy audit
- ☐ Fuel switching conversion on heating, hot water, or any other systems or appliances
- ☐ Other
- ☐ I don't know

***23a. If yes to above question, please briefly describe here, including the type and year of upgrade(s).**

***24. Has this building received funding from other sources to support weatherization, installation of heat pumps, or other energy efficiency upgrades? And/or will it be receiving support from other sources within the next year?**

- ☐ Yes
- ☐ No
- ☐ I don't know

24a. [If yes to the above] Please describe what support the building has received or will receive, the funding source and amount, and the year the support was or will be received.

[Short Text Entry]

***25. Who is your service provider for electricity?**

- ☐ Seattle City Light
- ☐ Puget Sound Energy
- ☐ Tacoma Power
- ☐ Lakeview Light & Power
- ☐ Peninsula Light Company
- ☐ Snohomish PUD
- ☐ Other
- ☐ I don't know

***26. How are the building's electric utility bills paid?**

- ☐ By building owner.
- ☐ By tenants.
- ☐ I don't know.

***27. Who is your service provider for natural gas?**

- ☐ Puget Sound Energy
- ☐ Cascade Natural Gas

- ☐ My home/building does not use natural gas
- ☐ Other
- ☐ I don't know

***28. How are the building's gas utility bills paid?**

- ☐ By building owner.
- ☐ By tenants.
- ☐ I don't know.

***29. Does your building have knob and tube wiring?**

- ☐ Yes
- ☐ No
- ☐ I don't know.

----- Building Systems -----

***30. What type of fuel/energy does your space heating system currently use? If your space uses multiple heating sources, please answer for primary heating source.**

- ☐ Natural gas (piped into your building)
- ☐ Electricity
- ☐ Fuel oil
- ☐ Wood or wood pellets
- ☐ Propane (tanks you buy or have filled)
- ☐ District Energy
- ☐ No heating system
- ☐ Other (explain)
- ☐ I don't know.

***31. Do you know what equipment your building uses for heating (e.g. boiler, radiator, or space heater)? (Select all that apply)**

- ☐ Unit Heaters
- ☐ Radiant Heating (floor)
- ☐ Furnace/boiler Radiator Heating
- ☐ Electric Baseboard Heaters
- ☐ Rooftop Air Handler .
- ☐ Heat Pumps
- ☐ Package Terminal Air Conditioner
- ☐ Plug-in Space Heater
- ☐ Other [Explain]

☐ I don't know

***32. How old is your space heating system?**

- ☐ Newer than 5 years
- ☐ 5-15 years old
- ☐ Older than 15 years
- ☐ I don't know

***33. What type of fuel/energy does your hot water tank or building's water heating system currently use? (Select all that apply)**

- ☐ Natural gas (piped into your building)
- ☐ Electricity
- ☐ Propane (tanks you buy or have filled)
- ☐ District Energy
- ☐ Fuel oil
- ☐ The building has no hot water
- ☐ Other (explain)
- ☐ I don't know.

***34. Which of the following items does your building currently have? Select all that apply.**

- ☐ Gas cookstove(s)
- ☐ Gas clothes dryer(s)
- ☐ Gas fireplace(s)
- ☐ Wood-burning stove(s) or fireplace(s)

----- Climate Preparedness Potential -----

***35. Does your building have air conditioning (A/C), including central air or portable/window units?**

- ☐ Yes, my building has portable or window A/C units
- ☐ Yes, my building has central air conditioning (A/C)
- ☐ Yes, my building has ductless cooling
- ☐ No, my building currently doesn't have air conditioning (A/C)
- ☐ I don't know.

***36. Please indicate if, as a result of receiving weatherization and installation of heat pump heating and cooling system through the Energize – Community Spaces program, your building would provide any of the following climate preparedness or climate resilience features (select all that apply):**

- ☐ Serve as a refuge for community members during wildfire smoke events, providing cleaner air locations to for those whose health may be affected by wildfire smoke, in any capacity (daytime, 24-hours/day, only certain hours, etc.).
- ☐ Safely maintain a stockpile of supplies to be distributed to community members during an emergency.
- ☐ Safely provide meals or other food-related services, such as a food pantry or meals, to community members during an emergency.
- ☐ Serve as a cooling center for community members during excessive heat events, in any capacity (daytime, 24-hours/day, only certain hours, etc.).
- ☐ Serve as a warming shelter for community members during excessive cold events, in any capacity (daytime, 24-hours/day, only certain hours, etc.).
- ☐ Other (explain)
- ☐ None of the above.

If you chose "other", please explain below

***37. Does the building have a back-up generator that would enable it to provide services such as internet and device charging during a power outage?**

- ☐ Yes
- ☐ No
- ☐ I don't know.